2.3 BIHAR

2.3.1 Administration: The Bihar State Archives headed by a full time Director of Archives, continued to function as an attached office under the administrative control of the Cabinet Secretariat and Coordination Department. Inspection and advice for better preservation and upkeep of Divisional and District record rooms is also attended to by the Director of Archives as per his notified duties. Apart from the two record repositories in Patna (Main Secretariat Repository and New Secretariat Repository), there are two regional archives centres under the Directorate, viz: (1) Maharajadhiraj Rameshwar Singh (State Regional) Archives, Darbhanga and (2) Regional Archives, Ranchi.

To run the newly established, Maharajadhiraj-Rameshwar Singh Archives an allocation of Rs. One lakh was made for the financial year 1978-79.

Under the tribal sub-plan the proposal for setting up of a Regional Archives centre in Chotanagpur with head-quarters at Ranchi also materialised and four new posts were sanctioned in this behalf. Similarly sanction for the seven newly create posts in the Preservation and Rehabilitation Unit were extended for another one year.

As reported last year, for effective functioning and coordination of the various activities in the working sections of the Archives Directorate, a proposal for the creation of four supervisory Gazetted Posts, viz., three Assistant Directors and one Reprographist, was submitted to the

Government and of these one post of Reprographist has been since sanctioned under plan proposals for 1979-80, while other posts still await the sanction of the State Government.

2.3.2 Budget: During the period under review a sum of Rs.2,90,841 was spent out of the total provision of Rs.3,16,300 on the non-plan side, and on the plan side a sum of Rs.1,30,707 was spent out of the provision of Rs.2,25,000. For 1979-80 a sum of Rs.2,25,000 is made on the plan side and a sum of Rs.5,93,500 on the non-plan side, which also includes the provision for the Committed Schemes of Fifth Five Year Plan.

2.3.3 Building: At present the non current historical records and current and semi current Secretariat Records are housed in two record repositories situated in the main Secretariat Building and the new Secretariat Building. [illegible] for the construction of a separate Archives Building. Steps have been taken to procure additional space for the State Archives and in this connection in the newly built third Secretariat Campus, a separate floor space of some 8,000 Sq. Ft. is likely to be arranged for the use of the State Archives. Besides, the efforts are being made for the construction of a separate building for the Archives office.

2.3.4 Record Management: During the period 4,000 files of the various Secretariat Departments, including 600 files of Labour Department, were appraised, as also the programme of appraisal and weeding of records in Dhanbad Record Room was

carried out by an Archivist assisted by a Research Assistant and approximately 8-10 per cent of these records were marked for retention. Besides, more than 2,000 bundles were examined and 2139 old files of Labour Department (1912-49), Industries Department (1922-1937), Law Department (1859-1929), and Jail Department (1859-1951), were rehabilitated and arranged on proper lines.

While appraising Secretariat Departmental records, the 'Secretariat Instructions' are followed, and in the case of Divisional and District records the guidelines laid down in the Bihar Records Manual are adhered to. Overall, the guidelines issued by the Government of India form the basis of such appraisal. As regards preparation of a records retention schedule on the model of the Central Government (Administrative Reforms Branch) the Director of Archives has recommended to the Organisation and Methods branch (Personnel Department) of the State Administration to undertake this task as early as possible.

2.3.5 Research and Reference: During the period 35 themselves scholars availed of the research facilities. 835 records were requisitioned by Government agencies and 1158 by scholars and 184 queries on records from private agencies/individuals were attended to.

2.3.6 Reference Media: The work regarding preparation of a press-list of files of the Home (Previously known Political Special) Department is nearing completion.

2.3.7 Publication Programme: Editing of the Patna Commissioner's Double-lock records is in progress, while the Patna Commissioner's records series (Monthly Bundles) Volume I is under revision.

2.3.8 Preservation of Records: During the period under review 3,300 sheets were flattened, 3,250 sheets were repaired with tissue paper, about 13,898 sheets were guarded, stitched and pasted and 2,130 sheets were bound.

2.3.9 Photo-Duplication: During the period 600 pages were Xeroxed.

2.3.10 Library: During the period under report 45 books were added and to run the Archives Library efficiently, two new posts, a Librarian and a Library Attendant were created.

2.3.11 Other Activities: The Director of Archives attended the Indian History Congress Session at Hyderabad in December, 1978 and participated in the deliberations there. The Director, also attended the Indian Historical Records Commission Session held at Aurangabad (Maharashtra) in the month of January, 1979 and the State Archives took part in the exhibition of historical records held on the occasion.